

SULLIVAN COUNTY DELEGATION – EXECUTIVE FINANCE COMMITTEE

Sullivan County Probate Court

14 Main St. Newport

Meeting Date: April 11, 2014

Present: Reps. Gottling, Irwin, Gagnon and Grenier

Staff present: Jessie Levine, County Manager

Rep. Gottling stated that the EFC would review the March financials with County Manager, Jessie Levine. Rep. Gottling also stated that the EFC would review the budget process. Are there guidelines the EFC will want to follow? What parameters will the EFC use? The EFC developed a schedule to work with the County Commissioners to review the budget preparations based on their schedule.

Rep. Gottling will meet with the Commissioners on April 14 from 8:30 AM to 10:00 AM and then again at 1:00 PM. Rep. Gagnon will be there at 10:00 AM. Rep. Grenier will come when he can as well.

There are no EFC members who can come on the 18th of April as everyone has other commitments in the morning. Rep. Gottling can do these later in the AM! Rep. Gagnon will try to attend as well in the afternoon.

The next scheduled date is April 28th. The EFC will check and see who can attend. This meeting will be in Newport. Let Rep. Gottling know when you can be there. Ms. Levine also suggested we try to attend the Commissioners Meeting on May 5 in the afternoon.

The EFC's goal is to have the budget done by the end of June.

The EFC had a discussion about the positions changes and the need to review the current salaries. Ms. Levine will get the EFC some comparables from the municipal association to review.

Rep. Grenier would like to limit the number of times EFC members need to review each budget. It was suggested that the EFC share our notes with each other since the EFC members all cannot attend each meeting.

There was a discussion of proposed Capital projects. Ms. Levine will review them with the EFC once she has a chance to review the funds already allocated from last year's fund balance.

Rep. Grenier reminded the EFC of the conversation about who assigns the fund balance. Discussion of how this works with the County. Jessie will send the EFC a new spreadsheet showing our actual funds available.

Tasks – County Manager to send a copy of her budget memo.

Re: Balance Sheet.

Establish Delegation EFC Budget Schedule

May 12 – 8:30 AM Newport Complex

May 16 – 8:30 AM Newport Complex

May 19 – 8:30 AM Newport Complex

Meeting was adjourned at 9:50 am.

Respectfully Submitted,

Rep. Virginia Irwin
Secretary Pro-Temp